



ADMINISTRATION DEPARTMENT

6591 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399
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Memorandum

TO: Mayor & Town Council

FROM: Kenneth S. Cohen

SUBJECT: Community Chest Information for discussion at the March 1st
Town Council Meeting

DATE: March 22, 2006

Attached, please find information from various municipalities regarding funding requests from charitable and/or non-for-profit organizations. Coral Springs seems to have a solid program operating for approximately 16 years, very successful in the last couple of years. We are continuing to receive information and it will be passed on for your review once we receive it in this office.

KSC:cmo
Attachment:

DONATIONS TO CHARITABLE ORGANIZATION
(e-mail responses)

Aventura	Commission has a policy not to make charitable donations.
Boca Raton	Donations are part of the City budget (general fund/non-divisional / human/community services organizations). At the tentative budget public hearing, 501c3 charities come before Council to appeal for allocations. For this fiscal year, Council awarded \$422,300 to 30 different charities.
Cooper City	No Response
Coconut Creek	In the past, it has been that the organization must receive matching funds and, of course, provide services to our residents; however, during last budget process there was discussion regarding handling this a little differently (e.g., there would be a set amount from which the Commission could decide to whom it should be given and it would not necessarily be an organization that receives matching funds. That hasn't occurred yet, though, and whatever happens, it will be through our budget process.
Coral Springs	<p>See attached packet</p> <p>Pat has been involved in the Community Chest program for about 16 years. They do not charge annual membership fees and their board consists of 10 members - 100% volunteer. The members are recommended by their commission, but the board interviews each member and asks that they bring a resume. They also ask them what they can bring to the committee as they do not want any members that sit and do nothing. After the applicant leaves the room, the committee votes as to whether they want them on the board or not, this all depends on what they can bring to the board (members include a bank, mortgage company, Hallmark cards, etc. and all members are very active). They raise most of their money through fund-raising, but the City of coral Springs gives them 60,000 each year. Last year they raised over \$40,000 through fund-raising. some of the events were grand opening where a \$20.00 contribution was given to the community chest for every person that attended. A Jewelry store celebrated their 25th anniversary and owner called to advise he wanted to give back to the city of where he did business for over 20 years. Pat also said that the media played a big role in getting the word out and most all new developers that come into the city, want to make a contribution toward the community chest. She said that they do not solicit anyway, and it has taken a long time to get their name out there, but almost all grand openings or anniversary celebrations, she constantly gets calls about making contribution toward back to the community chest.</p>

Dania Beach	Human Relations Board - criteria is left up to the Board. We leave it up to the board members. The City provides a certain amount of bus bench revenues for the board members to distribute to the different organizations. They consider the services that each organization provides to the residents of our City and then they decide a percentage of the revenues for each organization. Our Human Resources Manager is the board liaison and she coordinates the money issue with the Finance Director. I hope this answers your question.
Deerfield	<p>The City of Deerfield Beach has traditionally followed a procedure of not including any new charitable organizations during the budget preparation process. There are a number of agencies that are included in the budget and occasionally an elected official will add another organization if it receives the support of the other elected officials. Additionally, the level of funding is kept constant from the previous year with the exception of the Area Agency on Aging as we fund the "fair share" that they request from us. We also receive many requests from organizations that we have not funded in the past and we do not add to our budget.</p> <p>Our total budget in our "Community Participation" division is \$180,996 for fiscal year 2006. Each agency/authority is allocated a specific amount. For instance, \$7,500 is budgeted for the Deerfield Symphony, \$7,500 for Family Central, etc. Each agency is then responsible for asking for the release of their approved funds after the fiscal year begins we do not automatically disburse the funds without request from the agency.</p>
Hollywood	Uses the United Way. The United Way administers the grants the City gives to the charities and they charge us an administrative fee.
Lauderdale Lakes	Lauderdale Lakes does handle charitable donations through the budget process. There is a limited (small) amount of money that the Commission uses to fund organization requests.
Lauderhill	Requests for donation from non-profits are sent to the Finance Director from the organization at budget time. The Commission has a non-profit line item in their budget. All requests go before the Commission and usually the same ones such as Area on Aging are approved year after year for matching funds.
Lighthouse Point	The City of Lighthouse Point does not have a Community Chest and we do not give money to any organizations. I asked my secretary to either fax or email the resolution we have that the Commission adopted stating that we do not donate money to charities.
Manalapan	\$3,000 has been budgeted. Town Manager presents the recommendations to the Town Commission for its approval.

Marathon	See attached Ordinance
Margate	There are a few listed in the budget; however, when requests come in during the year, the Mayor puts them on the agenda for Discussion and Possible Action items.
Miami Springs	Does not provide donations
North Lauderdale	CERTAIN DONATIONS ARE IN THE BUDGET ... AREA AGENCY ON AGING, EARLY CHILDHOOD DEV., WOMEN IN DISTRESS, BOYS AND GIRLS CLUB. OTHERS ARE HANDLED ON AN INDIVIDUAL BASIS AS REQUESTS COME IN, WITH THE COMMISSION VOTING TO DONATE OR NOT DONATE
Palm Beach Gardens	Budgets \$500 for each school
Pembroke Pines	My understanding is that requests are handled on an item by item basis, and the funding comes out of special projects fund in the General Government section of the budget. Most reoccurring contributions actually have their own line item in the budget.
Plantation	Charitable donations are part of the budget.
Pinecrest	Pinecrest has only made one charitable contribution - to the American Red Cross after Hurricane Katrina. It has been the Village's general policy not to make charitable contributions.
Port of Palm Beach	See Attached
Surfside	In the past donations have been handled on a case by case basis (when an organization wants a donation they ask a Commissioner he brings it to the Commission at a meeting). Some donations have been budgeted (i.e.: donation for dances to the PTA). However, there was discussion at the last meeting that the Town may wish to change its policy to no donations. The fear is that the requests are getting out of hand.
Tamarac	The amounts donated the previous year are included in the budget. At budget workshops with the commission, they either give an expression of interest to go along with the amounts as they are presented in the budget or make changes. Sometimes they add to the suggested amount, sometimes they take away. There have been times when they have agreed to add a new charity or delete one. Basically, it is the commission's decision.
Wilton Manors	During the budget process, various civic groups will request contributions from the City. Those that are approved become part of the budget and are

distributed to the organizations as appropriate. Items that come up during the year are separately presented to the Commission for consideration and voted upon based upon their merit.

Tequesta

We fund our contributions from the General Fund Budget, and have it on the agenda once a year. The contribution amount was \$11,000 for the past two years, and Council increased it to \$40,000 (fiscal year) last month.

**BY-LAWS OF
CORAL SPRINGS COMMUNITY CHEST, INC.**
June 1, 2000

ARTICLE 1 - NAME

- 1.1 **Name:** The name of the organization is the Coral Springs Community Chest, Inc.

ARTICLE 2 - CORPORATE PURPOSE

- 2.1 **Object and Purpose:** The object and purpose of the organization shall be to raise, receive and maintain a fund or funds of real property or personal property, or both, and to distribute and administer the fund or funds, including any income or interest generated therefrom, exclusively for charitable, or educational purposes. The purpose shall include, but not be limited to, the promotion of charity throughout the community.

ARTICLE 3 - MEMBERSHIP

- 3.1 **Eligibility:** Membership in this organization shall be open to all who wish to advance the cause of charitable works that benefit the community of Coral Springs. There shall be two (2) levels of membership: annual and lifetime. The categories of annual membership shall be:

Individual	\$100.00
Business	\$250.00
Corporate	\$500.00
Patron	\$1,000.00

The categories of lifetime memberships shall be:

Benefactor	\$2,500.00
Sustaining	\$5,000.00

Revisions to the above membership fee schedule shall be determined by a majority vote of the Board of Trustees. The benefits and privileges of membership shall be determined by the Board of Trustees.

3.2

Application for Membership: Any applicant meeting the qualifications set forth above and desiring to become a member of the organization shall make application on a form supplied by the organization and accompanied by such membership fees and dues as the Board of Trustees may from time to time determine.

3.3

Termination of Membership: Membership may be terminated by non-payment of annual dues within ninety (90) days of renewal date, by resignation within thirty (30) days prior written notice to the Board of Trustees, or by expulsion for just cause. No refunds of membership dues shall be made.

ARTICLE 4 - MEETINGS

4.1

Annual Meeting: The annual meeting of this organization shall be held in October each and every year at a date and time to be established by the Executive Board. The Secretary shall mail to every Trustee, at his address, as it appears in the records of the organization, a notice setting forth the time and place of such annual meeting.

4.2

Business Meetings: Business meetings of this organization shall be held not less than quarterly. The frequency, place, time and agenda of the business meetings of this organization shall be determined by the Board of Trustees. The Secretary shall notify, in writing, each Trustee of the date and time of day and place of such meeting, at least five (5) days prior to such meeting.

4.3

Special Meetings: Special meetings of this organization may be called by the Chairman/Co-Chairmen when it is deemed necessary and in the best interests of the organization. A special meeting of this organization shall be called by the Chairman/Co-Chairmen on the written request of any three (3) Trustees. Notices of such meeting shall be mailed to all Trustees at least seven (7) but not more than fourteen (14) days before the scheduled date of such special meeting. Such notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and by whom the meeting was called. No other business but that specified in the notice may be transacted at such special meeting without the unanimous consent of all present at such meeting.

4.4

Quorum: The presence of not less than one-third of the Board of Trustees shall constitute a quorum and shall be necessary to conduct the business of this organization at any meeting thereof. Unless otherwise specified herein, a majority vote of those present shall be sufficient to carry motions.

4.5

Conduct of meetings: The meetings of the Coral Springs Community Chest shall be conducted according to Robert's Rules of Order.

4.6

Attendance at Meetings: Members of the Board of Trustees may not have more than three unexcused absences in a calendar year. Notice of absence must be communicated to the Secretary or Chairman prior to the meeting for which the Trustee will be absent. Communicated absences will be considered excused absences. Anticipated absences not communicated will be considered unexcused absences and will be counted against the attendance requirements for continuing Board Membership.

ARTICLE 5 - TRUSTEES AND HONORARY TRUSTEES

5.1

Trustees: The affairs of the organization shall be managed by a Board of Trustees. The Board of Trustees shall consist of at least three (3) persons and not more than twenty one (21) persons, one third (1/3) of whom shall be elected annually to serve for three (3) years.

Trustees may be elected to fill vacant positions, or additional Trustees may be elected at regular or special meetings of the Board of Trustees. The Executive Board shall not, on its own, elect new Trustees.

The Board of Trustees shall only act in the name of the organization when it shall be duly convened by its Chairman. Each Trustee shall have one (1) vote and such voting may not be done by proxy. The Board of Trustees may make such rules and regulations governing its meetings as it may in its discretion determine necessary. Vacancies in the Board of Trustees shall be filled by majority vote of the remaining Trustees for the unexpired term of the vacancy. A Trustee may be removed by majority vote of all Trustees when sufficient cause exists for such removal. The Board may entertain charges against any Trustee. A Trustee may be represented by counsel at any removal hearing. The Board of Trustees shall adopt such rules as it may in its discretion consider necessary in the best interests of the organization for this hearing.

5.2

Honorary Trustees: Each Coral Springs City Commissioner, the State Senator whose district includes Coral Springs, and the State Representative or Representatives whose district or districts include portions of Coral Springs, shall be invited to accept ex-officio honorary trusteeships in this organization. Honorary Trustees shall be notified of all meetings and they shall have the right to attend such meetings, and to address the Board of Trustees, but shall not have the right to vote at such meetings.

ARTICLE 6 - VOTING

6.1

A Nominating Committee shall be appointed by the Chairman. The Chairman of the Nominating Committee shall be selected by it's members. A Slated of Officers shall be presented to the Board of Trustees at it's Annual Meeting. Write in candidates shall be accepted at this time.

6.2

At all meetings, except for the election of Officers and Trustees, all votes shall be viva voce. For the election of officers and trustees ballots may be provided and there shall not appear any place on such ballot any mark or marking that might tend to indicate the person who cast such ballot. If a majority of the Board agrees to it, the vote for the Election of Officers can be viva voce. At any regular or special meeting, if a majority so requires any question may be voted upon by ballot, in the manner or style provided for the election of officers and trustees.

ARTICLE 7 - ORDER OF BUSINESS

7.1

The order of business at any regular or special meeting shall be:

- Roll Call
- Reading of the Minutes
- Reports of Committees
- Reports of Officers
- Old and Unfinished Business
- New Business
- Trustees' Requests
- Adjournment

7.2

The order of business at the annual Meeting shall be

- Roll Call
- Reading of the Minutes
- Treasurer's Report
- Reports of Committees
- Reports of Officers
- Election of Trustees
- Election of Officers
- Adoption of Annual Budget
- Old and Unfinished Business
- New Business
- Trustees' Requests
- Adjournment

ARTICLE 8 - OFFICERS

8.1

Composition: The Officers of the organization shall be a Chairman or Co-Chairmen, one (1) or more Vice Chairmen which shall include an Immediate Past Chairman and a Chairman Elect, who shall be considered First (1st) Vice Chairman, a Secretary and a Treasurer. At each annual meeting the Chairman, upon the affirmation of the Board the Chairman has the option of retaining his office for an additional one (1) year term otherwise the Chairman/Co-Chairmen shall accede to the office of Immediate Past Chairman, and the Chairman Elect shall accede to the office of Chairman. The remaining officers shall be elected by the Board of Trustees from among their number at each annual meeting following the election of Trustees, and shall hold office for one (1) year or until their successors are elected. No Trustee shall hold more than one (1) office.

8.2

Chairman: The Chairman shall preside at all meetings. He shall present at each annual meeting of the organization an annual report of the work of the organization. He shall appoint all temporary committees. He shall see that all books, reports and certificates as required by law are properly kept and filed. He shall be one of the officers who may sign the checks or drafts of the organization. He shall have such powers and exercise such duties as may be incident to the Office of Chairman.

8.3

First (1st) Vice Chairman (Chairman-Elect): The First (1st) Vice Chairman shall, in the event of absence or inability of the Chairman/Co-Chairmen to exercise his office, shall become acting Chairman of the organization with all the rights, privileges and powers as if he had duly acceded to the office of Chairman.

8.4

Second (2nd) Vice Chairmen: The Second (2nd) Vice Chairmen shall be Chair of the following Permanent Standing Committees:

- Membership
- Funding
- Special Events
- Public Relations

8.5

Secretary: The Secretary shall keep the minutes and records of the organization in appropriate books. It shall be his duty to file any certificate required by any statute, federal or state. He shall give and serve all notices required in these By-Laws. He shall be the official custodian of the records and seal of this organization. He shall present to the Trustees at any meetings any communication addressed to him as Secretary of the Organization. The Secretary shall exercise

all duties incident to the office of Secretary.

- 8.7 **Treasurer:** The Treasurer shall have the care and custody of all monies belonging to the organization and shall be solely responsible for such monies or securities of the organization. He shall cause the funds of the organization to be deposited in one or more accounts at an appropriate financial institution, and may cause such funds to be invested in such investments, with the approval of the Board of Trustees, as shall be legal for a fiduciary under the laws of the State of Florida. He shall be one of the two (2) officers who shall sign checks and drafts of the organization. No special fund shall be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it. He shall render at such stated periods as the Board of Trustees shall determine, a written account of the finances of the organization, and such report shall be physically affixed to the minutes of such meeting. He shall exercise all duties incident to the office of Treasurer.

- 8.8 **Compensation:** No officer or Trustee shall for reason of his office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer or Trustee from receiving any compensation from the organization for services rendered other than as an officer or Trustee.

ARTICLE 9 - SALARIES

- 9.1 The Board of Trustees shall hire and fix the compensation of any and all employees which they in their discretion may determine to be necessary in the conduct of the business of the organization.

ARTICLE 10 - COMMITTEES

- 10.1 There shall be an Executive Committee which shall be comprised of the Chairman/Co-Chairmen, First Vice-Chairman, Past Chairmen, Secretary and Treasurer of the Organization, and which shall have such duties and responsibilities as shall be delegated to it from time to time by the Board of Trustees. Meetings of the Executive Committee shall be called by the Chairman when he deems it necessary.

ARTICLE 11 - INDEMNIFICATION

- 11.1 The organization shall indemnify any officer, Trustee or employee of the organization, or any former officer, Trustee or employee of the organization, to the full extent permitted by and as

set forth in the Florida General Corporation Act.

ARTICLE 12 - PROHIBITED ACTIVITIES

12.1

The organization shall not:

12.1.1

Attempt to influence legislation as a substantial part of its activities.

12.1.2

Allow any part of its net income to inure to the benefit of officers, trustees or members of the organization, or to any other individuals, except in the furtherance of its charitable purposes.

12.1.3

Participate to any extent in any political campaign for or against any candidate for public office.

12.1.4

Conduct any activities not permitted to be carried on by an organization exempt under Section 501 (c) (3) of the Internal Revenue Code of 1986, as amended, and its regulations as they now exist or as they may hereafter be amended, or by any organization, contributions to which are deductible under Section 170 (c) (2) of such Code and Regulations as they now exist or as they may hereafter be amended.

ARTICLE 13 - DEDICATION OF ASSETS

13.1

The organization dedicates all assets which it may acquire to the charitable purpose set forth in Article 2 hereof. In the event that the organization shall dissolve or otherwise terminate its corporate existence, subject to the provisions of Chapters 607 and 617, Florida Statutes, the organization shall distribute all its existing assets to one or more organizations which themselves are exempt as organizations described in Sections 501 (c) (3) and 170 (c) (2) of the Internal Revenue Code of 1986 or corresponding sections of any prior or future law, or to the Federal Government or to a state or local government for exclusive public purpose.

ARTICLE 14 - GENDER

14.1

Throughout these By-Laws, whenever the context may require, wherever the masculine gender is used the feminine gender may also be applied: any pronouns used herein shall include the corresponding masculine, feminine or neuter forms and the singular form of nouns and pronouns shall include the plural and vice versa.

ARTICLE 15 - AMENDMENTS

15.1

These By-Laws may be altered, amended, repealed or added to as provided in the Articles of Incorporation.

June 1, 2000

Sponsored by: Janke
Introduction Date: June 8, 2004
Public Hearing Dates: June 22, 2004
July 13, 2004
Enactment Date: July 13, 2004

**CITY OF MARATHON, FLORIDA
ORDINANCE 2004-14**

**AN ORDINANCE OF THE CITY OF MARATHON, FLORIDA,
REGARDING POLICIES AND PROCEDURES FOR THE FUNDING OF
NON-PROFIT AGENCIES**

WHEREAS, the City Council of the City of Marathon, Florida (the "City"), finds that it is fiscally prudent and in the best interests of the City's residents for the City to adopt a uniform policy and procedures regarding funding of non-profit agencies.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF MARATHON AS FOLLOWS:**

Section 1. Chapter ____ of Article ____ of the City Code is hereby established to read as follows:

Chapter 1.

Article ____.

City Funding of Non Profit Organizations.

Section ____ Intent and Purpose. It is the intent and purpose of this Article to establish a uniform policy and procedure for non-profit agencies operating within the City to petition the City for grant funding, and establish review criteria to guide the City Council in awarding grant funding to non-profit agencies.

Section ____ Eligibility. Only non-profit organizations are eligible for grant funding. Organizations applying through a "fiscal agent" or other third party are not eligible for funding from the City. Organization must demonstrate:

1. Current non-profit status.
2. Evidence of a established record of providing cultural, educational, recreational, or social services within the City of Marathon.

Section _____. Application Procedures. All applications for grant funding shall be submitted by August 30 of the particular year in which the grant funding is sought. Grant applications received after August 30 may be considered if allocations are not expired for the year. The grant funding request shall be made on a form provided by the City Manager or designee. The grant application form must be accompanied by all of the required information as set forth in the application form. The City Manager or designee shall review the grant funding application for completeness. If the application is determined to be incomplete, the City Manager or designee shall reject the grant funding application and notify the applicant of such rejection, and the reasons therefore, within fifteen (15) working days.

Section _____. Evaluation Criteria. In awarding grants to non profit organizations the City Council shall consider the following criteria:

1. The organization will provide services that have been identified by the City as fulfilling a needed service with minimal or no duplication by other organizations.
2. The organization is able to provide the services cost efficiently and with a high quality of service.
3. The organization provides services in the City of Marathon.
4. The organization has/has not received funding from the City in previous years.
5. The organization has/has not received funding from Monroe County or other government agencies in previous years.
6. The organization has the administrative and financial stability to deliver the services for which it is requesting funding from the City.

Section _____. Limitation on City Council Funding. The maximum amount of money the City Council may annually appropriate for grant funding to non-profit organizations shall not exceed one percent (1%) of the prior year's General Fund Operating Budget. No grant award shall exceed twenty-four percent (24%) of operating expenses of the total annual budget of the recipient non-profit organization excluding one-time capital expenditures. The final decision to make a grant award pursuant to this Article is at the sole discretion of the City Council and contingent on the availability of appropriated funds in the City's annual budget. The Council may choose not to appropriate any funds in a particular fiscal year.

Section 2. This Ordinance shall take effect immediately upon enactment.


ENACTED BY THE CITY COUNCIL OF THE CITY OF MARATHON,
FLORIDA this 13th day of July, 2004.

THE CITY OF MARATHON, FLORIDA

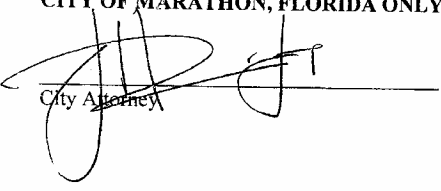

Jeffrey M. Pinkus, Mayor

AYES: Bartus, Bull, Mearns, Miller, Pinkus
NOES: None
ABSENT: None
ABSTAIN: None

ATTEST:


Cindy L. Ecklund, CITY CLERK
(City Seal)

APPROVED AS TO FORM AND LEGALITY FOR THE USE AND RELIANCE OF THE
CITY OF MARATHON, FLORIDA ONLY:


City Attorney

**City of Marathon
2004-05 BUDGET REQUEST**

Organization's Name: _____ Executive Director: _____
 Street: _____ Zip: _____
 Contact: _____ Phone: () _____
 2004-05 Funding Request : \$ _____ Fax: () _____

Brief Statement of what your organization hopes to achieve with the funds requested, and identify and describe specific program(s) that will be funded with the City's funds.

How many people in Marathon will be served/benefited by this program(s)? _____

List other funding sources that are anticipated in the coming year for your organization (i.e., private donations, United Way, other municipalities, county, state government, federal government, etc.) and amounts they contributed last year. Identify specific program(s) that are to be funded by each organization in the coming year as well as program(s) each organization funded last year.

Funding Source	Amount	Funded Program 2004	Requested Funding Program 2005

List Three Local References

Name of Business and contact	Address	Phone Number

Organization's total budget last year \$ _____
 Organization's proposed budget \$ _____
 Did you receive City of Marathon funding last year? Yes No
 Percent of budget expended in Marathon City Limits _____ %

PLEASE RETURN THIS FORM TO THE CITY OF MARATHON ON OR BEFORE AUGUST 30, 2004



"Guido H. Inguanzo, Jr.
(OVC)"
<inguanzo@pinecrest-fl.gov>
02/16/2006 09:02 AM

To <Barbara_McDaniel@davie-fl.gov>
cc
bcc
Subject RE: Charitable Donations

PineCrest

Barbara:

Pinecrest has only made one charitable contribution - to the American Red Cross after Hurricane Katrina. A copy of the resolution adopted by the Village Council approving the contribution is available at <http://pinecrest-fl.gov/resolutions/2005/2005-31.pdf>.

It has been the Village's general policy not to make charitable contributions.

Regards,

Guido

-----Original Message-----

From: Barbara_McDaniel@davie-fl.gov
[mailto:Barbara_McDaniel@davie-fl.gov]
Sent: Thursday, February 16, 2006 8:50 AM
To: agjohnson@deerfield-beach.com; afay@juno-beach.fl.us;
aanderson@lauderhill-fl.gov; agerlach@nlauderdale.org;
ascott@wiltonmanors.com; Parchmenta@southbaycity.com;
ascelesta.hammond@copbfl.com; arodriguez@ci.wellington.fl.us;
bdughan@wpb.org; estepb@miamishoresvillage.com;
herrera-hillb@cityofdoral-fl.gov; bmonticello@villageofpalmsprings.org;
bprice@creekgov.net; bsross@hypoluxo.org;
barguelles@townofsufsidefl.gov; bbong@deerfield-beach.com;
beverly.raddatz@islamorada.fl.us; bkauthen@wpb.org;
cgarcia@cityofsweetwaterflorida.com; cspelorzi@biscayneparkfl.gov;
clandau@lighthousepoint.com; cjsimpkins@bellsouth.net;
pbstwnhall@adelphia.net; cward@rivierabch.com;
cszabo@townofgoldenbeach.org; csmith@keywestcity.com;
nubin@ci.delray-beach.fl.us; cwax@royalpalmbeach.com;
ecklund@ci.marathon.fl.us; perrinec@ci.marathon.fl.us;
crobenson@rivierabch.com; calvarez@keybiscayne.fl.gov;
dlevy@lantana.org; cityclerk2@keycolonybeach.net; dfick@hypoluxo.org;
dbuff@belleglade-fl.com; eastmand@townofmiamilakes.com;
drogers@ppines.com; ddisanto@royalpalmbeach.com;
dking@ci.boca-raton.fl.us; dtrinley@highlandbch.com;
townofcloudlake@msn.com; ehovath@balharbourflorida.com;
elewis@mangoniaparktown.com; Erika Gonzalez-Santamaria (OVC);
estephenson@lakeworth.net; roige@townofmiamilakes.com;
bravof@cityofsunrise.org; fwarren@ci.west-palm-beach.fl.us;
greinfeld@hollywoodfl.org; gschwartz@pmifla.com; Guido H. Inguanzo, Jr.
(OVC); gcarlisle@tequesta.org; hazelinec@lauderdalelakes.org;
htiger@semitrube.com; iburroughs@villageofpalmsprings.org;
jdillon@highlandbch.com; jhines@sibfl.net;
prainitoj@ci.boynton-beach.fl.us; whipple@ci.delray-beach.fl.us;
jmoore@manalapan.org; jrutan@townofhaverhill-fl.gov; jmcDonald@wpb.org;
lkclarkel@bellsouth.net; cityclerk@atlantisfla.org;
asst_clerk@cityofopalocka.org; jjoseph@fortlauderdale.gov;
jkilgore@margatefl.com; jneugent@ppines.com; jhiggins@lauderhill-fl.gov;
pylej@ci.boynton-beach.fl.us; oceanridgetc@adelphia.net;
cselchan4186@bellsouth.net; LFuller@fortlauderdale.gov;
lpetersen@manalapan.org; llepore@lighthousepoint.com;
lorim@jupiter.fl.us; lstilson@ci.dania-beach.fl.us;
vallsm@miamisprings-fl.gov; mariamartinez@miamibeachfl.gov;
mmenendez@cityofsouthmiami.net; mschmidt3@comcast.net;
marions@tamarac.org; vgclerk@aol.com; layton@terranova.net;
mmarante@bayharborislands.net; mary.chambers@copbfl.com;

RESOLUTION NO. 2005-31

**A RESOLUTION OF THE VILLAGE OF PINECREST,
FLORIDA, AUTHORIZING A DONATION IN THE
AMOUNT OF \$20,000 TO THE AMERICAN RED
CROSS FOR HURRICANE KATRINA RELIEF EFFORTS
ON BEHALF OF THE PEOPLE OF THE VILLAGE OF
PINECREST; PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, while the Village of Pinecrest suffered minimal damage, much of the Gulf Coast from Louisiana to Alabama was obliterated in the wake of Hurricane Katrina; and

WHEREAS, millions of people on the Gulf Coast are suffering from the devastation and desperately need water, food, shelter, and medical care; and

WHEREAS, the American Red Cross has deployed thousands of volunteers to the hardest hit areas of Katrina's destruction, supplying hundreds of thousands victims with critical necessities; and

WHEREAS, Whereas, the Village of Pinecrest and its neighboring communities have been the beneficiaries of previous American Red Cross humanitarian efforts and will likely need such support in the future; and

WHEREAS, the Village Council wishes to make a donation to the American Red Cross, on behalf of the people of the Village of Pinecrest, in the amount of \$20,000, representing approximately \$1.00 for each resident of Pinecrest; and

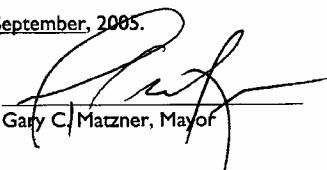
WHEREAS, the Village of Pinecrest finds that a donation to the American Red Cross serves the municipal purpose of ensuring the viability of the American Red Cross so that its services continue to be available for the residents of Pinecrest, their neighboring communities and other victims of disasters;

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF PINECREST, FLORIDA AS FOLLOWS:

Section 1. That the Village Council hereby authorizes a donation in the amount of \$20,000 to the American Red Cross for Hurricane Katrina relief efforts.

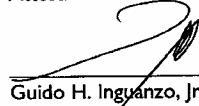
Section 2. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 12th day of September, 2005.



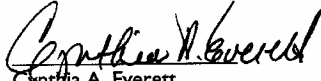
Gary C. Matzner, Mayor

Attest:



Guido H. Inguanzo, Jr., CMC
Village Clerk

Approved as to Form and Legal Sufficiency



Cynthia A. Everett
Village Attorney



Moved by:
Second by:

Vice Mayor Blanck
Councilmember Harter

Vote:

Councilmembers Harter, Hingston, Serota, Vice Mayor Blanck, and Mayor Matzner voting Yes

**PORT OF PALM BEACH DISTRICT
COMMUNITY GRANT OUTREACH PROGRAM
POLICIES AND PROCEDURES
FY 2005-2006**

Current Application Policies:

Support for any single program or event shall not exceed \$2,500 in any individual fiscal year (October 1 – September 30), nor \$6,000 in any three consecutive fiscal years.

Proof of 501C3 classification and completed W-9 must be submitted with application.

All applications are due on or before the deadline dates of October 31st for the first round of recommendations and February 28 for the second round of recommendations

Only one application per organization per fiscal year will be considered.

Presentations by grant applicants will be limited to 2-3 minutes

All grant applicants must submit the required documentation to management prior to any award being made at a public meeting

Once a budgeted amount has been approved, there can be no reallocation of other funds during the fiscal year

Event Tickets/Tables Policy:

2 Tickets / Commissioner / Event

Vacancies for Events are filled as follows:

- 1) Commissioners
- 2) Potential Users/Tenants
- 3) Senior Staff

FY 2005-2006 COMMUNITY GRANT APPLICATION PROCEDURES:

Grants applications are awarded twice during the fiscal year (November and March)

Applications for award in November are accepted from September 1 – October 31
for events occurring from October – March

Applications for award in March are accepted from January 1 – February 28
for events occurring from April – September

Applications must be postmarked no later than the last date of acceptance for each award period in order to be considered for that round of funding.

\$1,000 is allocated during each award period for the purchase of Community Grant Event tickets/tables (Commissioners have the option of allocating up to \$500 of this funding toward application recommendations if so desired)

\$4,000 is allocated during each award period for Community Grant Application recommendations

Commissioners receive an application binder that includes a summary and recommendation sheet in the months of November and March

Each Commissioner submits their recommendation sheet to the Board Activities Coordinator no later than 10 days prior to the Regular Board Meetings in November and March. Staff will review the recommendations and prepare a collective final Board recommendation for consideration and approval under the Consent Agenda Item for Community Grants for each respective period.

Community Grant Events are considered and approved on a monthly basis at the Regular Board Meeting.

**Community Involvement Program
Grant Application Form
Fiscal Year 2005-2006**

Applications shall be submitted for public or private non-profit (501C3) organizations, associations or groups that are requesting community involvement support by the Port of Palm Beach District Board of Commissioners. Documentation of 501C3 status MUST be provided.

Criteria for selection shall include, but not be limited to: those providing the greatest economic and community impact or benefit to the residents of the Port of Palm Beach District, contributing directly to the furtherance of the goals of the Port of Palm Beach District, and which provide supporting correspondence and materials with the application.

The following information MUST be completed for consideration by the Port of Palm Beach Board of Commissioners for this program. Please answer all questions completely and accurately. Should additional space be required, please attach another page. Any information found to be falsified will result in immediate disqualification of consideration.

Name of Requesting Agency: _____

Description of Grant Request: _____

Services to be provided to the District and/or its residents: _____

Provide details on any previous support provided by the Port District: _____

Identification of grant being requested (Must complete minimum of one selection):

☐ Contribution (If chosen, please select one of the following)

Monetary - Amount Requested: \$ _____ Donation (specify) _____

☐ Sponsorship - Amount Requested: \$ _____

☐ Scholarship - Amount Requested: \$ _____ Total number of Students: _____

☐ Other _____

Form E7-GAF 04-05

Application # _____

Page 1

Port of Palm Beach District

Provide written explanation of how the funds, donation, sponsorship, or scholarship will provide social and/or economic benefits to the district and/or residents:

Provide a description of the event, program or activity for funds requested, along with the benefits to be provided to the Port of Palm Beach District. (Attach sponsorship agreement, if applicable):

Contact Information

Name: _____

Address: _____

Phone: _____ Fax: _____

E-Mail: _____ Web Address: _____

Check Payable to: _____

Grant Policies

Support for any single program or event shall not exceed \$2,500 in any individual fiscal year, nor exceed \$6,000 in any three consecutive fiscal years. Port of Palm Beach District's fiscal year period is between October 01 – September 30. **PROOF OF 501C3 AND A COMPLETED COPY OF THE W-9 FORM MUST BE SUBMITTED WITH APPLICATION**

All applications submitted to the Community Grant Program shall be maintained in a public file for review by the general public, in accordance with Florida Statute. Grant policies are strictly adhered to. **ONLY ONE GRANT APPLICATION OR EVENT REQUEST PER ORGANIZATION PER FISCAL YEAR WILL BE ACCEPTED.**

Applications for the time period of October 1, 2005 – February 28, 2006 will be accepted from September 1-October 31, 2005 and will be awarded at the November 2005 Commission meeting. Applications for the time period of March 1–September 30, 2006 will be accepted from January 1–February 28, 2006 and awarded at the March 2006 Commission meeting. All applications should be submitted to: **Community Involvement Grant Program, c/o Port of Palm Beach District, P. O. Box 9935, Riviera Beach, Florida, 33419.** If you require additional information or assistance, please contact Annette Harakas at (561) 842-4201 x4145.

Form E7-GAF 04-05

Application # _____

Page 2

**PORT OF PALM BEACH DISTRICT
COMMUNITYGRANT MEMORANDUM**

TO: Board of Commissioners
Chairman George E. Mastics
Vice-Chair Jean L. Enright
Secretary-Treasurer Wayne M. Richards
Commissioner Blair J. Ciklin
Commissioner Edward R. Oppel

FROM: Peggy Gandiaga, Director of Commission Affairs

SUBJECT: Upcoming Grant Events

DATE: February 6, 2006

The following events are presented for your consideration:

- | | <u>YES</u> | <u>NO</u> | <u>AMT</u> |
|--|------------|-----------|------------|
| 1. Adopt a Family | | | |
| Sunset in Kauki | | | |
| Saturday, February 25, 2006 | | | |
| Sailfish Club | | | |
| 1338 North Lake Way | _____ | _____ | _____ |
| Palm Beach, Florida | | | |
| Auction / Cocktails / Dinner / Dancing – 7:00 PM | | | |
| Featured Entertainment: The White Owls | | | |
| Attire: Hula Skirts and Hawaiian Shirts | | | |
| Valet Parking | | | |
| Tickets \$175/per person | | | |
|
 | | | |
| 2. 2006 Spirit of Youth Awards | | | |
| The Education Foundation of Palm Beach County | <u>YES</u> | <u>NO</u> | <u>AMT</u> |
| Thursday, February 23, 2006 | | | |
| Mariott West Palm Beach | | | |
| 1001 Okeechobee Boulevard | _____ | _____ | _____ |
| West Palm Beach, Florida | | | |
| Hors d'oeuvres / Cocktails / Silent Auction – 6:00 PM | | | |
| Dinner – 7:30 PM | | | |
| Keynote Speaker: Mark Templeton, President & CEO, Citrix Systems, Inc. | | | |
| Attire: Business | | | |
| RSVP by Friday, February 17, 2006 | | | |
| Tickets \$125/per person | | | |

Thank you.

Commissioner _____ Return via facsimile: 842-4240

**PORT OF PALM BEACH DISTRICT
COMMUNITYGRANT MEMORANDUM**

TO: Board of Commissioners
Chairman George E. Mastics
Vice-Chair Jean L. Enright
Secretary-Treasurer Wayne M. Richards
Commissioner Blair J. Ciklin
Commissioner Edward R. Oppel

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| Attire: Business | | | |
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| Tickets \$125/per person | | | |

Thank you.

Commissioner _____ Return via facsimile: 842-4240

PORT of PALM BEACH DISTRICT
Community Grant Applications
Memorandum

To: Chairman Blair J. Ciklin 833-5281
Vice Chair George E. Mastics 659-7496
Secretary/Treasurer Jean L. Enright
Commissioner Wayne M. Richards 841-4954
Commissioner Edward R. Oppel 624-6113

FROM: Peggy Gandiaga, Manager of Administration

SUBJECT: Community Grant Applications

DATE: November 17, 2005 Board Meeting

The following applicants are presented for your consideration and recommendations:

	<u>YES</u>	<u>AMT</u>	<u>PRESENTATION</u>
1. Junior Achievement of the Palm Beaches Requested \$2500	_____	_____	_____
2. Riviera Beach Family Resource Center. Requested \$2500	_____	_____	_____
3. MLK Coordinating Committee Requested \$2500	_____	_____	_____
4. Diocese of Palm Beach Requested \$2500	_____	_____	_____
5. Mental Health Assoc. of PB County Requested \$2500	_____	_____	_____
6. Children's Case Mgmt. Organization Requested \$2500	_____	_____	_____
7. Deaf Service Center Requested \$2500	_____	_____	_____
8. Our Next Steps Requested \$2500	_____	_____	_____

**PORT OF PALM BEACH DISTRICT
COMMUNITY GRANT APPLICATIONS
MEMORANDUM
Round One 2005 -2006**

	<u>YES</u>	<u>AMT</u>	<u>PRESENTATION</u>
9. My Choice Community Development Requested \$1500	_____	_____	_____
10. J. A. Y. Outreach Ministries Requested \$2500	_____	_____	_____
11. Glades Initiative, Inc. Requested \$2500	_____	_____	_____
12. Youth Recreation Assoc. Requested \$2500	_____	_____	_____
13. Nelson's Outreach Ministries Requested \$2500	_____	_____	_____
14. Vetsville Cease Fire House Requested \$2500	_____	_____	_____
15. NOPE Task Force Requested \$2500	_____	_____	_____
16. United Order of True Sister Requested \$2500	_____	_____	_____
17. The Federation of Families Requested \$2443.25	_____	_____	_____
18. St. Francis of Assisi Choir Requested \$2500	_____	_____	_____
19. Pentecostal Church of God in Christ Requested \$2500	_____	_____	_____
20. MASUD Shrine Temple #69 & MASUD Court #71 Requested \$1793	_____	_____	_____

**PORT OF PALM BEACH DISTRICT
COMMUNITY GRANTS APPLICATIONS
MEMORANDUM
Round One 2005-2006**

	<u>YES</u>	<u>AMT</u>	<u>PRESENTATION</u>
21. Union Baptist Missionary Church Requested \$2500	_____	_____	_____
22. Caribbean-American for Community Requested \$2500	_____	_____	_____
23. Dress for Success Requested \$2500	_____	_____	_____
24. Reaching unto the People Requested \$2500	_____	_____	_____
25. Youth Orchestra of P.B. County Requested \$2500	_____	_____	_____
26. Westside Palm Beach Foundation Requested \$2500	_____	_____	_____

**PORT OF PALM BEACH DISTRICT
FY 2005 COMMUNITY GRANT APPLICATIONS
October 21, 2004
Round One**

<u>ORGANIZATION</u>	<u>AMT</u>	<u>CONTACT</u>	<u>PHONE</u>
1. Martin Luther King Coordinating Committee Contribution Help students attend college	\$2500	Edith C. Bush	832-4682
2. S. Florida Fair & PBC Expositions, Inc. Sponsorship 22 nd Annual Scholarship Golf Classic	\$1000	Lorie Stinson	790- 5245
3. United Sports & Social Club Contribution Allows members to participate in cricket competitions	\$2500	Junior Farquharson	301-9662
4. Children's Case Management Organization, Inc. Contribution Provides outreach to pregnant women who are "at risk"	\$2500	Julie Swindler	881-5572
5. PEACE Contribution To help improve the quality of health insurance for immigrants/low income families	\$2500	Aleem Fakir	882-0403
6. Destiny by Choice Contribution Support a one day educational awareness event concerning domestic violence	\$2500	Pastor Thicklin	993-2377
7. Deaf Service Center Contribution To defray the cost of hearing aids or repair costs for the indigent	\$2500	Bob Hawkins	802-3353
8. The ARC Sponsorship To benefit adult and children who have developmental disabilities.	\$2500	Linda Houston	842-3213
9. Mental Health Association Donation Support of a one-day women's conference	\$2500	Barbara Harmon	832-3900

**PORT OF PALM BEACH DISTRICT
FY 2005 GRANT APPLICATIONS
OCTOBER 21,2004**

10. Nelson's Outreach Ministries	\$2500	Teresa Nelson	863-8419
Contribution			
Provide tutoring and recreation			
11. Gulfstream Goodwill Industries	\$2000	Charles R. Boyer	848-7200
Contribution			
Provide help to more people with disabilities			
12. Junior Achievement	\$2500	Kathy Foster	242-9468
Sponsorship			
Supporting the 5 th Annual Business Hall of Fame Event			
13. Reach Unto the People	\$2500	Ira Bryant	844-4481
Contribution			
Funds will assist in helping children in crime- ridden neighborhoods			
14. Operation Hope	\$2500	Kenneth Bowers	842-2260
Contribution			
Help to support emergency shelter to homeless women and children			
15. Inner City Youth Golfers, Inc.	\$2500	Malachi Knowles	686-6658
Sponsor			
Sponsor holiday (Thanksgiving & Christmas) youth golf camp			
16. Junior Golf and Academics of America, Inc.	\$2000	Chuck Reynolds	676-9187
Contribution			
Help pay the salaries of 2 teachers in Belle Glade and Pahokee			
17. The Children's Coalition, Inc.	\$2500	Carlton G. Cartwright	832-3797
Contribution			
Allows youth to utilize TCCI's Computer Technology Center			
18. Big Brothers Big Sisters of PBC	\$1000	Elizabeth Callaghan	966-4120
Sponsorship			
Support needy children of Riviera Beach			
19. City of Riviera Beach	\$xxxx	Don Jacobovitz	845-4080
Sponsorship			
Support 3 separate foundations			

20. Richard David Kann Melanoma Foundation	\$2500	Emily Painter	655-9655
Sponsorship			
Support Golf Tournament			
21. Comprehensive Aids Program of PBC	\$2500	Cristina I. Carrera-Bowerman	472-3022
Sponsorship			
Will allow CAP to continue to provide services to 3000 local families			
22. Youth Recreation Association	\$2500	Dan Callaway	848-4991
Contribution			
Monies will help to support girls' basketball teams & 26 local elementary schools			
23. Leadership Palm Beach County	\$2500	Rebecca Cozart	748-8182
Sponsorship			
Defray the cost of graduation program			
24. Palm Beach Lakes Community High School	\$1000	Lorenzo T. Hands	644-1025
Sponsorship			
Derek Harper Holiday Basketball Tournament			
25. Gulf Stream Council Boy Scouts of America	\$2500	Renzo Martorella	694-8585
Contribution			
Assist with various Scout projects			
26. United Order of True Sisters	\$2500		
Contribution			
To aid St. Mary's Hospital & children with cancer			
27. Riviera Beach Family Resource Center	\$1500	Carolyn Morrison	840-9009
Fund expenses for "Bringing All People Together"			
A multi cultural event			
28. Orita Mentoring Program	\$2500	Lorraine Lyles	775-9668
Teach the youth basic life skills			
29. Our Next Steps	\$2500	Renard H. Matthews	881-1650
Provide an alternative setting for parents who leave children home while working			
30. Glades Youth (Panthers), Inc.	\$2000	Betty Robinson	261-3457
Assist in providing insurance, gas, food, trophies			

**Port of Palm Beach District
2005FY Grant Applications**

32. R. J. Hendley Christian Education Center	\$2500	Charles Hendley	842-14349
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COMMUNITY RELATIONS ADVISORY BOARD
SEPTEMBER 23, 2003

indicated that community relations meant outreach and being proactive and working with the community in various ways to bring the community together.

Ms. McDaniel stated that one organization that always needed help was EASE which provided help for people in need, financially as well as a food pantry. Vice-Mayor Starkey many organizations donated to EASE but it was only a "one shot effort" per year. She added that the schools also had food drives and prepared food baskets. Vice-Mayor Starkey mentioned that the HOPE Outreach Program and the Boys & Girls Club also provided to the needy.

5. NEW BUSINESS

Vice-Mayor Starkey advised that every year, the Town struggles with requests from charities and approximately \$200,000 was budgeted each year. She stated that there was a lot of pressure put on Council to disseminate the limited funds. Vice-Mayor Starkey discussed her idea of creating a Community Chest and this Board or a Community Chest Board of Trustees would accept applications based on established criteria so that there would be fair and equitable distribution of the funds. She thought this Board might be a good place to start. Vice-Mayor Starkey stated that the Board of Trustees would have the ability to raise the funds so that the \$200,000 could be "weaned" off the taxpayer's budget. She discussed the City of Coral Springs' Community Chest.

Mr. Shaw was worried that this Board was becoming political and this would become more so if money was involved. Mr. Curtis felt the Town's business people should head the Community Chest as he did not think it was a good idea for this Board. Mr. Shaw indicated that the Town should support the Community Chest and he liked the idea of a broad based community business group that would be deeply involved. Vice-Mayor Starkey advised that she would like this Board to "get it going" and be the "spring off." Ms. Preziosi indicated that the Community Chest was a good idea but not for this Board. Vice-Mayor Starkey stated that this Board could establish the criteria, the by-laws and the types of business people to be involved.

Ms. Preziosi suggested that this Board be a charter committee for the Community Chest Board of Trustees. Mr. Shaw agreed.

Ms. Preziosi made a motion, seconded by Ms. Zane, that the Board adopt the project, being for a short term, the charter committee to develop the by-laws, policies, etc. of a new Community Chest endeavor. Mr. Curtis suggested that the vote wait until more Board members were present. Ms. McDaniel indicated that the vote could be taken and if the absent members felt differently, the vote could be reconsidered. She added that because the budget was beginning in approximately six months, this project may take four months to complete.

Ms. Preziosi amended her motion to include Mr. Shaw as the project chair of the endeavor. Ms. Zane seconded the amendment.

In a voice vote on the amendment, all voted in favor with Chair Clark, Vice-Chair Truex, Ms. Davis, Ms. Gilhauley and Ms. Montgomery being absent. (Motion carried 6-0)

In a voice vote on the original motion, all voted in favor with Chair Clark, Vice-Chair Truex, Ms. Davis, Ms. Gilhauley and Ms. Montgomery being absent. (Motion carried 6-0)